



Iowa Department of  
Administrative Services

General Services Enterprise

Thomas J. Vilsack, Governor  
Sally J. Pederson, Lt. Governor

Mollie K. Anderson, Director  
Paul F. Carlson, Chief Operating Officer

DATE: November 6, 2006

TO: Department Financial Managers

FROM: Jeanette Chupp, Purchasing Agent III *Jeanette Chupp*  
Department of Administrative Services, General Services Enterprise  
Phone: 515-281-6288 or E-Mail: [Jeanette.Chupp@iowa.gov](mailto:Jeanette.Chupp@iowa.gov)

RE: State of Iowa American Express (AMEX) Corporate Card Contract Expiration

The current American Express Corporate Card Program administered under State Contract CT1765 expires December 31, 2006, and will not be extended due to program performance. As a result, all current State of Iowa Corporate AMEX credit cards under this program will be cancelled by American Express at 11:59 P.M., December 31, 2006.

There are approximately 300 credit cards currently being utilized under this program. Please notify any employees who are utilizing State of Iowa AMEX cards of this action.

Cardholders should notify any vendor that is set-up for recurring billing to use another form of payment. Statements of any outstanding balances will continue to be sent to cardholders until all balances are paid in full. All payment obligations and rights of American Express to collect amounts due will survive contract termination.

Cardholders are free to apply for their own personal AMEX card at web-site [www.americanexpress.com](http://www.americanexpress.com) or call the AMEX phone number on the back of their American Express Card for other options.

If your department's AMEX Coordinator would like to receive Basic AMEX Control Account information (cardmember listing etc.), contact American Express at phone 800-542-0995. You will be required to provide your State of Iowa Department Name and AMEX Basic Control Account Number.

There is currently no replacement program available, as companies are reluctant to issue cards without obligating the State for payment. If you have any further questions feel free to contact Jeanette Chupp, Purchasing Agent, at phone 515-281-6288 or E-Mail: [Jeanette.Chupp@iowa.gov](mailto:Jeanette.Chupp@iowa.gov).

Thank you for your cooperation.